## Republic of Liberia

## **Public Procurement & Concessions Commission**



Executive Mansion Grounds, Capitol Hill, Monrovia, Liberia

Website: www.ppcc.gov.lr | Email: info@ppcc.gov.lr | Phone Short Code: 4357

Ref. PPCC/RL/CEO/0732/'19

October 24, 2019

Hon Laurine Wede Johnson **DIRECTOR GENERAL**Civil Service Agency
Republic of Liberia

Dear Hon. Johnson:

Subject: PROVISIONAL APPROVAL OF DRAFT PROCUREMENT PLAN FOR FISCAL YEAR 2019/2020

We present our compliments and wish to acknowledge receipt of your letter which sought the approval of the Commission for the Civil Service Agency SBA, Non SBA and Consultancy Procurement Plans for FY 2019/2020 in accordance with **Section 40** (3) of the PPC Act. The Commission however wishes to inform you that your plan has been **Provisionally Approved** pending the passage of the national budget.

Please be advised that your Entity can carry out procurement activities based on this provisionally approved draft procurement plan culminating in framework agreements for recurrent procurement items. Similarly, you are also advised to carry out procurement activities for non-recurrent procurement items in advance of the passage of the National Budget, but contracts for these packages MUST not be signed until the budget is approved by the President and you ascertain the availability of funding. Please ensure to include notifications of this information in the tender documents for both framework agreements and advance procurement. For your guidance, the Commission has produced a short note explaining the processes for framework agreements procurement and advance which you can download http://ppcc.gov.lr/vr/index.php/documents

Upon passage of the FY 2019/2020 National Budget, you are required to submit a revised/updated procurement plan, detailed budget CSA's allocation in the approved budget, Cash Plan, names and positions of Procurement Committee members for FY 2019/2020 and staff of your Procurement Unit.

Please be reminded to duly submit your contract award information for all procurement contracts awarded in the previous fiscal year (2018/2019), for stated submission will serve as a precursor for the Commission granting you final approval of your procurement plan for fiscal year 2019/2020.

The Public Procurement and Concessions Commission admonishes and deems it a priority that you remain **primarily** in compliance with the PPCA, 2010, as we jointly aspire to achieve transparency, accountability, fairness, equality and ultimately public confidence in our procurement and concessions processes.

Kind regards.

Sincerely You

Jargbe How in Nagle Kowo Aty CHIEFEXECUTO E OFFICER

Regulating and Monitoring Compliance with the Public Procurement and Concession Act of Liberia

## Civil Service Agency

Source of Funding: Government of Liberia (GOL) Procurement Plan (Core Budget-Consultancy)

SW SIM

Fiscal Years 2019/2020

GRAND TOTAL	SUB		ACTUAL	UPDATE	β S			u	1	
AL DNT	SUB TOTAL	<u></u>	JAL	ATE	PLANNED					
			_		ы	NO.				
					RFP NO. CSA/SS/001/ 19/2020	PACKAGE NUMBER (CODE)			ω	
			AND THE RESIDENCE OF THE PROPERTY OF THE PROPE		CSA Biometric System Maintenance	CONTRACT	Į ū		4	
	<del>115-21-2-21</del>				P9511	PACKA E CODE	SIC		5	
					بـــ	PACKAG No. of E CODE FERSONS	DAIA		6	
3 <b>0</b> ,000.00	30,000.00				30,000.00	ESTIMATED COST (USD)			7	
	And Cales Work				SS	SELEC TION METH OD			8	
					N/A	PREP. OF TOR & PC APPROVAL	REQUEST FOR EXP	PRODUCE ACTOR ACTO	9	
					N/A	PUBLICATIO N OF REOI			10	
					N/A	REOI CLOSING / OPENING			111	
					N/A	SUBMISSION OF EVALUATION REPORT	OR EXPRESSION OF INTEREST, if applicable		12	
					N/A	PC APPROVAL - EVALUATION REPORT / SHORTLIST	INTEREST,		13	
					19-Aug-19	SUBMISSION PC PREPARATIO OF EVALUATION REPORT CHORTLIST DOCUMENT		APLEME	14	
					26-Aug-19	PC APPROVAL INVITATION -FINAL TOR / OF RFP PROPOSALS	REQUEST FO	IMPLEMENTATION DATES	15	
					N/A		R PROPOSA	NDATE	16	
					N/A	PROPOSA t SUBMISSI ON & OPENING	LU AND A	\$	17	
					N/A	SUBMISSIO N OF TECHNICAL & FINANCIAL EVALUATIO N REPORT	PPROVAL		18	
					N/A	PC APPROVAL- COMBINED EVALUATION REPORT	REQUEST FOR PROPOSALS AND APPROVAL OF AWARD		19	
					30-Aug-19	CONTRACT AWARD & SIGNING			20	
T						PAROC			N	

Prepared by:

Name: Yarzeawu M. Zaza

Position: Principal Procurement Officer

Approved by:

Date: August 02, 20/9

Name: Hon. Laurine We'de Johnson

Position: Head of Entity/Chairman Proc. Committee

Date: August 2, 2019

The state of the s

# Civil Service Agency

Source of Funding: Government of Liberia (GOL) Procurement Plan (Core Budget-Consultancy) Fiscal Year: 2019/2020

Notes to Consultancy Procurement Plan

RFP NO. CSA/SS/001/ 19/20 CSA Biometric system Maintenance ) Business Biometric Infrastructures. For this FY2019/2020, The CSA has a budget of US\$30,000.00 to pro **Activities Code P9511** 

Service Identification Card System. It is an on-going contract with Future.com for annual servicir totaling the sum of **US\$64,400.00** consultancy is directed to the continues compensation of Consultants in the amount of US\$34,4 this package, this amount is from the CSA consultancy budget line. Other components of the of Software, and updating of personnel data with Specialized Biometric Equipment, and the GoL-From the budgetline "Consultancy", percentage is allocated to Future.com Enterprise for the upg

Name: Yarzeawu M. Zaza

Prepared by:

Position: Principal Procurement Officer

Approved by:

Position: Head of Entity/Chairman Proc. Committee

Name: Hon. Laurine Wede Johnson

The second second